Village of "XX"
Basic Planning Statement

Village Model

Draft Document

Note: All statements in this document are meant to be samples that have been common to many villages. However the statements must each be examined for relevance to a particular village and each village using this model may wish to add to, delete, or significantly change any statement. The document is intended as a sample guide only. The village should have their final bylaw reviewed by a solicitor. It is recommended that a professional planner licensed under The Community Planning Profession Act be employed in the preparation and adoption of a basic planning statement and zoning bylaw.

VILLAGE OF "XX"
BYLAW NO. ___/200__

A Bylaw of the Village of "XX" to adopt a Basic Planning Statement.

Whereas the Council of the Village of "XX" has, by resolution authorized the preparation of a Basic Planning Statement for the Village pursuant to Section 39 of the Planning and Development Act, 1983;

And Whereas, the said Planning and Development Act, 1983, provides in Section 44 that Council may, by bylaw, adopt a Basic Planning Statement;

Therefore, the Council of the Village of "XX" in the Province of Saskatchewan, in open meeting hereby enacts as follows:

1. This Bylaw may be cited as the ""XX" Basic Planning Statement".

2. "The Basic Planning Statement" of the Village of "XX", is attached as Schedule A to and forms part of this Bylaw.

3. This Bylaw shall come into force on the date of final approval by the Minister of Municipal Affairs and Housing.

_____
MAYOR

SEAL

_____
ADMINISTRATOR

Read a First time this , day of , 200__.

Read a Second time this , day of , 200__.

Read a Third time and adopted this , day of , 200__.

SCHEDULE A

BYLAW No. ___/200__

VILLAGE OF "XX"

This is Schedule A as attached to and forming part of Bylaw No. ___/200__, the Basic Planning Statement of the Village of "XX".
BASIC PLANNING STATEMENT

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VILLAGE OF "XX"
BASIC PLANNING STATEMENT

This is Schedule A as attached to and forming part of Bylaw No. ___/200__, the Basic Planning Statement Bylaw.

1 INTRODUCTION

1.1 Authority

In accordance with Sections 39 and 42 of the Planning and Development Act, 1983, the Council of the Village of "XX" has prepared and adopted this Basic Planning Statement to provide the Village with goals, objectives and policies relating to the future development of the community to a population of at least 500 *(or other appropriate level)*.

1.1 Scope

The policies of this Basic Planning Statement shall apply to the incorporated area of the Village. Policies which address the future development of areas outside the current limits of the Village will take effect on annexation of those areas to the Village, and Council will be guided by those policies prior to such annexation in consultations with the Council of the Rural Municipality. All development within the Village shall conform to the objectives and policies contained in this Basic Planning Statement.

2 COMMUNITY GOALS

The goals for the Village of "XX" are identified as follows:

2.1 To diversify the economic base of the community.

2.2 To maintain and expand the role of the Village as a trade centre for the surrounding agricultural region.

2.3 To ensure orderly and appropriate development of the land consistent with the purpose of the community.

3 RESIDENTIAL DEVELOPMENT - OBJECTIVES AND POLICIES

3.1 Issues and Concerns

"XX", with a current population of 300, has averaged approximately 1.0 percent population growth per year over the last fifteen years. Based on these trends a target population of 450 is anticipated in the next 15 years.

At present there is an existing inventory of ### vacant residential lots in the Village. An addition of ### to ### lots may be needed for the target population. It is expected that these will be mainly single detached dwellings or semi-detached dwellings designed for seniors. Additional development could occur particularly if extensions to special care home development were to occur in the Village.

Mobile or modular home development is scattered in various parts of Village, and Council wants to limit the areas of the community where they may locate to minimize incompatibility with other types of residential uses.

Beyond the target population, directions for growth of residential areas should be identified. While the Village has a large area within its boundaries, the locations of the sewage lagoon and the landfill limit those areas acceptable for residential development. Areas of future growth should be easily serviced with sewer and water by extension of the existing system. Proposed locations must recognize the existing locations of the Village landfill and sewage lagoon sites.

"XX" has provided for multiple unit dwellings in the form of semi-detached project housing, particularly for seniors. Provision of other forms of multiple unit dwellings has not been required, but should not be precluded. Provision for suites in otherwise single unit dwellings can allow for temporary rental residences for some employees in the Village. Provision for dwellings associated with businesses are needed, particularly for some owners of businesses in commercial areas.

As part time or professional work has become more common from the home, provision for limited home occupations is desirable, as long as such activity does not create a nuisance for neighbours' residential use of their property.

3.2 Objectives

- To provide adequate land for future residential development opportunities.
- To identify the areas most suitable for future residential development.
- To provide for single-detached, semi-detached, duplex, and potential multiple-unit dwellings in the Village.
- To provide for mobile homes as a form of residential development in appropriate areas of the Village.
- To provide for future residential development without placing a burden on the ratepayers of the Village.
- To ensure that buildings are constructed and maintained to acceptable standards.

- To provide for limited home occupations while at the same time ensuring that the residential character of the areas are maintained.

3.3 Policies

3.3.1 Up to a population of 500, new residential development will be encouraged to locate in the areas identified as Future Residential Phase 1 on the Future Land Use Map.

3.3.2 Residential development beyond 500 may be accommodated in the area noted as Future Residential Phase 2 on the Future Land Use Map. Development of areas within Phase 2 will only be considered where the developer agrees to provide for all necessary expansion to sewer and water services, and to other utility services, prior to development and sale of lots. Portions of phase 2 development would require a new location for Village solid waste disposal and a closing of the current Village landfill.

3.3.3 The Village may consider the purchase and subsequent development of lots where private development is inadequate to meet potential demand, or to provide the necessary stimulus to growth.

3.3.4 Council will provide for existing and new mobile homes as a form of residential structure. Mobile homes will be a allowed as discretionary use in locations approved by Council under the following criteria:

- mobile homes may be considered on any full sized lot within a block face that contains an existing mobile home, or in such other area that Council has previously designated as suitable for mobile home use.
- mobile homes may be subject to specific standards of construction, size, and age of unit at the time of siting within the Village.
- mobile homes will be subject to special standards for attachment to the ground, connection to utilities, and finishing prior to occupancy.
- modular homes that are constructed to full national building code standards, are double wide or more, and are permanently placed on a full basement maybe considered for any full sized residential lot suitable for a single unit dwelling.

3.3.5 The zoning bylaw will provide for other institutional and recreational uses in a residential district that are consistent with and complementary to the overall residential use of the district.

3.3.6 The zoning bylaw will provide for limited home occupations in residential districts subject to the following criteria:

- The home occupation should not cause any apparent variation from the residential character of the dwelling.
- The home occupation will not require the construction of a building or other structure.

- Exterior storage of materials shall not be necessary in the operation of the home occupation.
- The participants in the home occupation at the dwelling will be restricted to the residents of the dwelling.

4 BUSINESS DEVELOPMENT - OBJECTIVES AND POLICIES

4.1 Issues and Concerns

Council wishes to encourage greater development of the Village as a service centre to the surrounding region through addition of business development. Council particularly wishes to encourage the use of opportunities created by the location of Highway 55 (Railway Street) through the Village and adjacent to the rail line. This area is suitable for most forms of commercial and farm service industry development that are likely to locate in the Village.

Main Street, running perpendicularly from Railway Street, has in the past been the main location for retail, commercial, and office uses in the Village. However, with the relocation of Highway 55 to Railway Street, the development focus has tended to shift to the highway. This has resulted in a mix of residential and business use along the length of Main Street. There are opportunities for use and reuse of property for business purposes that are compatible with the surrounding residential core of the Village. Council wishes to recognize this mixed use and provide for business opportunities.

There are some types of business development that may cause conflicts for the Village, if located beside residential development. Council wishes to provide some flexible control to minimize this conflict without significantly constraining development opportunities.

4.2 Objectives

- To encourage new and expanded commercial, farm service, and industrial development within "XX".
- To provide for potential locations that can attract business development along Railway Avenue and Main Street, while at the same time recognizing existing residential use. *(Or any specific area as mapped on the future land us map).*
- To identify areas where future expansion for major business developments could be accommodated.
- To provide for non-commercial uses, particularly those of an office, industrial or high-density character, within the business areas.
- To encourage businesses that require larger areas of land, or are more heavy industrial in character, to locate along Railway Street. *(or other specified areas as appropriate.)*

4.3 Policies

4.3.1 The area shown as "General Business" on the Future Land Use Map will initially be zoned for business development.

4.3.2 The Zoning Bylaw will provide for residential use accessory to business developments. Other residential development may be permitted in the business district at the discretion of Council based on the following criteria:

- The property abuts a residential district or an existing residential use, or
- The proposed development is of a higher density than is common in the residential district, or
- The development is an expansion of an existing residential use on an adjacent property, or
- The property is not located adjacent to a railway and, in the opinion of Council, cannot reasonably be expected to undergo business development within five years.

4.3.3 The Zoning Bylaw will provide for exterior storage and warehousing uses, bulk fuel and farm chemical depots, salvage yards, and industrial or farm machinery dealers, and similar uses at the discretion of Council based on the following criteria:

- The property will not abut a residential district without an intervening street or railway.
- All applicable environmental and safety standards are met.
- Council may consider other locations for construction trades involving a limited degree of exterior storage where such storage will be screened from view from residential districts.

4.3.4 The zoning bylaw will provide for non-residential institutional, cultural, governmental, utility, and intensive recreational uses in business areas.

4.3.5 The area shown as "Future Business" on the Future Land Use Map will initially be zoned to recognize existing uses but will be considered for rezoning for business development as acceptable subdivision or development proposals are received.

4.3.6 The area shown as "Residential or Business" is considered suitable for either class of use. The area will initially be zoned to recognize existing uses, but will be considered for rezoning on a case by case basis. In general Council will consider changes that result in the entire frontage on Main Street of a block face be zoned to one district. *(or other specified areas as appropriate).*

4.3.7 New subdivision patterns for business land along Railway Avenue shall provide for lots at least 30 metres in width. Existing lots will not be subdivided to create or leave smaller lots. *(This is intended for the area along a highway or highway access* road).

4.3.8 Council recognizes that the appearance of the community's commercial areas affects the success of business activity in the Village generally. Council will encourage the visual improvement of commercial areas through planting, landscaping and regular maintenance of business signs and structures.

5 UTILITIES AND SERVICING OF LAND - OBJECTIVES AND POLICIES

5.1 Issues and Concerns

(This section should include a summary of the existing utility situation and a statement of future improvements required, with expected timing as the following example.)

Over the past ten years, the Village has upgraded the Village water supply and sewage disposal systems. These systems should be sufficient for a population of at least 500. The lagoon was expanded in 1984 and the water supply pumps improved in 1988. The lagoon consists of three cells, covering nine acres, with a 10,000,000 gallon capacity. Water supply is provided by three wells through a four inch supply to a 70,000 gallon reservoir.)

Council wishes to ensure that the cost of servicing new lots should be paid for by the developer of the lots and thereby recovered from the proceeds of the sale of those lots.

The services provided by other utilities have been adequate and, in general, present few problems. However Council considers the current location of the SPC gas regulator station as inappropriate.

The Village's sanitary landfill has been adequate to serve the needs of the Village. However, new environmental regulations may require consideration of alternatives for future solid waste disposal. Growth beyond a population of 500 within the community is constrained in an easterly direction due to the current location.

5.2 Objectives

- To maintain the water and sewage disposal capacity for a population of 500 and beyond, as required to accommodate future growth.
- To minimize the potential for conflict of development with other utility service lines.
- To ensure adequate solid waste disposal facilities are available to meet the needs of the Village.
- To ensure adequate service to developing areas without excessive costs to the Village.
- To minimize municipal costs in the provision of services to areas which pose special servicing problems.

5.3 Policies

5.3.1 Council will monitor the water supply and sewage disposal demand and undertake examination of needs to expand the water supply and storage capacity or the sewage disposal capacity at least 3 years in advance of expected demand.

5.3.2 Council will examine the potential use of effluent irrigation, as an alternative to lagoon discharge by the creek system, as a possible environmentally preferred method of sewage management.

5.3.3 Council recognizes that changing environmental regulations may require a substantial change in the methods uses for solid waste disposal. To minimize the potential costs, Council will investigate the possibility of entering into a regional waste disposal system and agreement with neighbouring municipalities.

5.3.4 Where a subdivision of land will require the installation or improvement of municipal services such as sewer lines, streets, or sidewalks, the developer will be required to enter into a servicing agreement with the Village pursuant to The Planning and Development Act, 1983 to cover the installation or improvements including, where necessary, charges to cover the costs of improvement or upgrading of off site services. Council will, by resolution, establish the standards and requirements for such agreements and charges, including, if deemed necessary by Council, the posting of performance bonds or letters of credit. The Village will consider sharing in the costs of a service only where the proposed service is of wider benefit to the whole community.

5.3.5 Council shall work with any utility service agency to ensure that proposed utility lines and facilities will not unduly constrain areas proposed for future development. In general, utility distribution lines should follow existing or proposed street alignments.

6 COMMUNITY SERVICES - OBJECTIVES AND POLICIES

6.1 Issues and Concerns

The Village of "XX" is well supplied with recreational facilities for a community of its size. Facilities include: an artificial ice curling rink, a natural ice skating rink, a community hall (capacity 400-450), the legion hall (capacity 150-175), a bowling alley (in the community hall), a museum and a miniature golf. Ball fields and a football field are located on the school grounds. The Regional Park is jointly supported by the Village and the surrounding R.M. and contains picnic and camping facilities, a golf course, clubhouse facilities, and ball fields.

Most recreation facilities are operated by volunteer boards or groups under the guidance and authority of council, or in co-operation with the school board.

Council considers this approach to be the most appropriate for a community this size.

Council has identified a need to provide a day use rest stop for travel trailers and recreational vehicles within town. Travellers will be encouraged to use the good camping facilities in the regional park for overnight stops.

Under the subdivision process municipal reserve lands are required to be dedicated to the public use. Council wishes to ensure such lands are located appropriately.

The Village has a majority ownership in a 30-bed nursing home in the Village. Council recognizes the importance of service to seniors in the region for the life and economy of the Village.

6.2 Objectives

- To make provision for municipal reserves when land is subdivided.
- To continue to provide for the high level of recreation opportunities for the Village as are desired and supported through volunteer organizations within the Village and district.
- To provide for the more extensive recreation needs of the Village and district through the Regional Park.
- To make provision for institutional and recreational uses to develop in the Village.
- To continue to support the needs of senior citizens in the region of "XX".

6.3 Policies

6.3.1 Council will continue to provide for the recreation needs of the community using as much as possible volunteer boards and groups to manage the facilities. Council will monitor the adequacy of the services and facilities provided.

6.3.2 Council will consider the following factors in making decisions on the provision of municipal reserves:

(1) Where required, new subdivisions shall make provision for municipal reserve land or development of municipal reserves through dedication of land, deferral of dedication to a specified future area of a concept plan, or payment of cash-in-lieu of the required land.
(2) Where the area required to be dedicated would amount to less than the area of one residential lot, firstly, deferral of dedication to a specified area of a concept plan, or secondly, payment of cash-in-lieu, would generally be preferred.
(3) In commercial and industrial subdivisions, cash in lieu will be considered as the primary method of meeting the municipal reserve requirement, unless

council considers dedication of land desirable to provide separation from existing or proposed residential areas.

(4) Where municipal reserve is to be located in an area of future subdivision, dedication may be deferred to that area based on a concept plan. Council may require such deferral to be protected by the registration of a caveat against that land.

6.3.3 Council, in conjunction with the Recreation Board and the specific facility boards, will examine the feasibility of expanding the types of recreational facilities in the community and the need for major maintenance or repairs from time to time.

6.3.4 Provisions for community service uses may be made in any district in the zoning bylaw.

6.3.5 Council will continue to support the maintenance and development of nursing home services within the Village. Council will from time to time examine the need and feasibility of expansion of those services.

7 AGRICULTURAL AND FUTURE DEVELOPMENT AREAS - OBJECTIVES AND POLICIES

7.1 Issues and Concerns

The Village has a large amount of land within the Village limits, which is not used for urban development. Council is concerned that land use conflicts could arise between some types of farming operations, particularly involving intensive livestock operations, with residential development.

This area also contains the Village sewage lagoon and sanitary landfill sites. The Village wishes to ensure that conflicts do not arise between future development of residences and these community facilities.

Some commercial type uses could consider locations in areas that could create conflict with existing or future Village development.

7.2 Objectives

- To ensure that future urban land requirements are not restricted by the development of incompatible or inappropriately located uses near the built up part of the Village.
- To encourage orderly development in the area surrounding the Village to ensure that future urban development or servicing needs are not prejudiced.
- To control Intensive Livestock Operation development and other livestock operations in the farming areas within the Village boundaries.

7.3 Policies

7.3.1 The areas, which will be needed for future growth and development, are indicated on the Future Land Use Map.

7.3.2 Development will be limited in areas that may be affected by the location of the Village lagoon and landfill sites. New subdivisions for residential developments within 300 m of the lagoon and within 457 m of the landfill will not be considered as long as these facilities are in use.

7.3.3 Areas within the Village, or added to the Village, not immediately required for urban development will be designated as an agricultural and development reserve district.

7.3.4 The zoning bylaw will regulate the keeping of livestock within the Village limits. The keeping of livestock will be limited to agricultural and development reserve districts. Council will not approve the keeping of more than 50 animal units in any area of the Village. *(Many Villages forbid the keeping of any large animals within village limits.)*

8 IMPLEMENTATION

8.1 ZONING BYLAW

The zoning bylaw will be the principal method of implementing the objectives and policies contained in this Basic Planning Statement, and will be adopted in conjunction herewith.

8.1.1 Purpose

The purpose of the Village's zoning bylaw is to control the use of land providing for the amenity of the area within Council's jurisdiction and for the health, safety and general welfare of the inhabitants of the Village.

8.1.2 Content and Objectives

The zoning bylaw will implement the land use policies contained in this Basic Planning Statement by prescribing and establishing zoning districts for residential uses, commercial and industrial uses, and agricultural and development reserve lands. Regulations within each district will govern the range of uses, site sizes, setbacks, building locations, and any other factors of particular concern within the district.

(1) RESIDENTIAL DISTRICT

The objective of this district is to provide an area for residential development along with other uses compatible with residential development. In addition to residential uses, nursing homes, schools,

places of worship, parks and playgrounds, recreation facilities, community services and some public works may be included. Uses such as mobile homes, multiple unit dwellings, home occupations, and clubs may be permitted at Council's discretion subject to special criteria and standards.

(2) BUSINESS DISTRICT

The objective of this district is to provide an area for the location of business uses, other offices, and some cultural and recreational facilities. Uses involving significant exterior storage, chemical storage, some manufacturing processes, or other industrial characteristics may be permitted at Council's discretion subject to special standards and location criteria. Dwelling units may be permitted at the discretion of Council where ancillary to business use or where the land is not immediately required for business use.

(3) FUTURE DEVELOPMENT DISTRICT

The objective of this district is to regulate those areas of the Village, which are not immediately required for urban development, areas to be used for farm operations, or areas within the Village, which are not suitable for development. Uses allowed in this area will include agricultural uses, recreational uses, public works and residential uses. The keeping of livestock will be regulated. Subdivision will not be permitted except for specified permitted uses, and subject to location criteria.

Where necessary to carry out the objectives of this statement council may consider adding such other zoning district classifications as council deems desirable.

8.2 OTHER IMPLEMENTATION TOOLS

8.2.1 MUNICIPAL LAND BANKING

Where private development of land for urban purposes is not occurring to meet the Village's land use requirements, Council may undertake to acquire land for subdivision or development to meet such demand. Council will determine a suitable pricing system for resale of any lots developed.

8.2.2 LAND EXCHANGE AND PURCHASE

To facilitate the relocation of non-conforming uses, or for encouraging specific forms of development, Council may consider a program for acquiring specific sites, or for exchanging municipally owned land in an appropriate area of the Village for the preferred location of those uses.

8.2.3 SERVICING AGREEMENTS

Council will require the use of servicing agreements in conjunction with the subdivision of land as provided for in Section 5.

8.2.4 OTHER

As necessary, Council will undertake such studies or programs required to facilitate and encourage the growth and development of "XX" and to minimize the costs of services. Council will work with the R.M. of RURAL "XX" No. ### and with other municipalities to investigate possible reductions in the costs of service provision through joint actions.

9 MAPS

9.1 Future Land Use
9.2 Proposed Major Streets and Utilities *(If needed)*
9.3 Constraints *(If needed)*